



Homeland Security

Public Safety Communications Advisory Commission (PSCC)

AIRS SOP & PSCC Charter Assessment & Revisions

OEC ICTAP Technical Assistance Requests

#WO09-086 & #WO09-087

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Assessments Outline

- AIRS review
- PSCC Charter Overview
- Charter Walkthrough
 - Vision, mission, outcomes, etc.
 - Organization
 - Membership
 - Management
 - Logistics
- Discussion, questions, & answers



AIRS SOP Summary from SIEC Meeting

- AIRS assessment requested as part of your FY2009 OEC TA requests
- Reviewed 60+ current and historical documents related to AIRS (and its predecessors)
 - Distilled down to 16 documents with current applicability to AIRS
- Significant amount of information to inform in-depth standards, policies, and procedures
 - Less information to inform a 'user guide' for responders and dispatchers

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AIRS SOP Summary from SIEC Meeting

- Briefed the SIEC on full findings of the AIRS SOP assessment
- Gathered inputs on contents for the User Guide
 - Discussed prioritization and usage
 - Reviewed suggestions for dispatcher procedures
 - Reviewed suggestions for field user procedures
 - Discussed limitations, problem identification, and resolution techniques
- Next steps are to complete the SOP draft for approval, work on usage issues, expand MOUs, and develop associated training

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PSCC Charter Assessment Overview

- GITA provided dozens of documents and agreements developed over the past several years related to the PSCC and its efforts
- Assessed all of those documents light of their original intent and with an eye toward Arizona's evolving governance models
- Evolution from a government “ownership” model to a governance “collaboration” model
- Desire to incorporate stronger regional inputs
- Desire to incorporate more local, tribal, and federal participation

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Introductory Material

- Good material
 - Can leverage existing content for vision, mission, and purpose statements
 - Solid authority for the PSCC granted via legislation
 - Clearly defined PSCC functions
- Noted gaps
 - Vision, mission, and purpose statements need to be clearly distinguished from one another and re-focused away from governing a single statewide radio system
 - No documented commission scope...what does the PSCC handle and what does it *not* handle?
 - Specific commission outcomes not fully defined
 - Need to expand the PSCC's Operating Principles
 - Current language reflects pre-2008 organizational structure

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Verbiage for consideration:

“The mission of the Public Safety Communications Advisory Commission (PSCC) is to enable interoperable communications between local, county, state, tribal, and federal participants to effectively protect lives and property during multi-discipline and multi-jurisdictional incidents and events.”

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Verbiage for consideration:

“Arizona’s public safety personnel have access to quality interoperable communication assets, are adequately trained in those assets, and utilize the assets effectively in response to multi-disciplinary and multi-jurisdictional incidents and events.”

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Purpose

Verbiage for consideration:

“The PSCC is a collaborative advisory commission established as a partnership among public safety organizations, governments at all levels, and regional planning organizations to advance interoperable communications capabilities statewide. This commission develops and supports the implementation of the Arizona Statewide Communications Interoperability Plan (SCIP). The PSCC provides a mechanism for coordinating and resolving public safety communication issues among local, state, federal, and other agencies operating within the State of Arizona.”

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Outcomes

Verbiage for consideration:

- The PSCC pursues the following desired outcomes:
 - Baseline current interoperable communications capabilities statewide.
 - Document best practices, policies, procedures, and protocols for communications interoperability and incorporate them into existing interoperability agreements
 - Capitalize on opportunities to share resources
 - Identify and recommend future technological solutions that will enhance Arizona’s interoperable communications capabilities.
 - Manage implementation of the strategic initiatives located in the Arizona SCIP.
 - Support training key communications personnel (e.g., dispatchers, dispatch center supervisors, Communications Unit Leaders, technical communications support staff, field users, etc.) and ensure that training opportunities are available to public safety professionals statewide.

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Scope

- No current wording provided for this section
- What, specifically, is the domain of the PSCC? What, specifically, is **not** the domain of the PSCC?
 - Operability issues vs. Interoperability issues
 - Local only issues vs. Regional issues vs. Statewide issues
 - Land Mobile Radio only vs. Telephone, etc.
 - Voice only vs. Voice & Data

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Operating Principles

Verbiage for consideration:

- “The PSCC will:
 - Use a collaborative approach
 - Incorporate local and regional requirements and expectations
 - Study and apply best practices
 - Apply research and lessons learned from other states and regions
 - Serve as a mechanism for individual agencies to raise issues, concerns, and/or recommendations to one another and to the State.
 - Task workgroups, as needed.
 - Others???

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PSCC Organization

- Good material
 - Have developed a very detailed and thorough organizational chart
 - Role and function of the SIEC is clearly defined
- Noted gaps
 - A comprehensive list of stakeholders has not been identified
 - Might be beneficial to verbally define the PSCC's Organizational Design and its place within the larger statewide structure

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Subcommittees vs. Workgroups

- Noted gaps
 - Are any further PSCC committees or subcommittees needed?
 - Are any further SIEC committees or subcommittees needed?
 - Could further committee/subcommittee roles be served by workgroups?
 - Helps promote rapid and informal collaboration
 - Allows for ad hoc, task-specific formation and dissolution
 - Do committee/subcommittee/workgroup members need to be on the PSCC or SIEC?
 - Can the PSCC or SIEC pull in non-commission SMEs as needed?

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Membership

- Good material
 - Membership clearly denoted by state statute (though membership needs to be revised to reflect 2008 transition to GITA)
 - Denotes that each commissioner is appointed by the Governor, giving them strong positional authority and support
 - Strives to equally represent all five emergency response regions
- Noted gaps
 - Term limits appear to be problematic (some commissioners serving beyond their term awaiting replacement; can cause quorum and voting concerns)
 - Does not allow for/define non-commissioner membership (non-voting members? Substitutes? Etc.)
 - No member roles/responsibilities defined
 - Need to define local, regional, tribal, state, and federal input mechanism (how does information get up to the PSCC?)

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Management

- Good material
 - General material present on voting and quorum requirements
- Noted gaps
 - Quorum requirements are so restrictive as to potentially inhibit progress
 - Does not address the rights of substitutes present on behalf of a commissioner
 - Does not address how to move forward if a quorum is not present (i.e. with quarterly meetings, progress could stall for a significant period of time if commissioners do not universally attend all meetings).
 - Does not allow for emergency sessions or emergency votes
 - Does not address commissioners who have surpassed their term limits waiting for Gubernatorial replacement
 - Voting requirements are too vague
 - Do not address absentee votes (via email? Written notice?)
 - Do not address voting via designated representatives

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Logistics

- Good material
 - Solid information on meeting logistics (when, required meeting notices, decorum, frequency, etc.)
- Noted gaps
 - Does not allow for action between meetings
 - Does not directly address electronic meeting notifications
 - Does not address any schedule for revisions or updates to the charter
 - Does not specifically address how meeting minutes will be handled or shared

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Next Steps

- Draft a PSCC Charter
 - Distribute for comment
 - Discuss before the next subcommittee meeting via conference call
 - Add to the agenda for the June 10th meeting
 - Finalize PSCC Charter revisions
- Memoranda of Understanding (MOU)
 - Develop MOU templates
 - Identify existing MOUs
 - Document missing MOUs or opportunities for future MOUs

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Questions?